



Republic of the Philippines  
**EULOGIO "AMANG" RODRIGUEZ**  
**INSTITUTE OF SCIENCE & TECHNOLOGY**  
Nagtahan, Sampaloc, Manila


## CERTIFICATION OF COMPLIANCE

I, **EDUARDO S. CAILLO**, Filipino, of legal age, President of the Eulogio "Amang" Rodriguez Institute of Science & Technology, being responsible and accountable in ensuring compliance with Section 6 of the Anti-Red Tape Act of 2007 and Rule IV of its Implementing Rules and Regulations, hereby declare and certify the following truths:

1. The Eulogio "Amang" Rodriguez Institute of Science & Technology has established its service standards known as the Citizen's Charter that enumerates the following:
  - a. Vision and mission of the agency
  - b. Frontline services offered
  - c. Step-by-step procedure in availing of frontline services
  - d. Employee responsible for each step
  - e. Time needed to complete the procedure
  - f. Amount of fees
  - g. Required documents
  - h. Procedure of filing complaints
2. The Citizen's Charter is posted as information billboards in all the service offices of EARIST that deliver frontline services.
3. The Citizen's Charter is positioned at the main entrance of the office or at the most conspicuous place of all the said service offices.
4. The Citizen's Charter is written either in English, Filipino, or in the local dialect.
5. The Citizen's Charter is uploaded in the agency's website and accessible to the public.
6. The Citizen's Charter was first published in 2009 and underwent review and revision in 2013 as required under Section 4, Rule IV of the IRR.
7. The Citizen's Charter already shows the improvements that resulted from the process review of frontline service delivery, specifically the improvement in the enrollment process because of our automated enrollment system that students would no longer secure their Enrollment Form from the Registrar but proceed right away to the College Enrollment Officer for key-in then proceed directly to the Cashier's Office for payment.

This Certification is being issued to attest to the accuracy of all the foregoing based on available records and information that can be verified.

IN WITNESS HEREOF, I have hereunto set my hands this 5<sup>th</sup> day of December, 2013 in the City of Manila, Philippines.

  
**EDUARDO S. CAILLO**  
President

Public Information and Web Office